

**MINUTES OF THE
CRANBURY TOWNSHIP
SHADE TREE COMMISSION**

April 4, 2019

TIME AND PLACE OF MEETING

A meeting of the Cranbury Township Shade Tree Commission was held in the Gourgaud Gallery in Town Hall, 23A North Main Street, Cranbury, on April 4, 2019, at 10:00 a.m.

CALL TO ORDER

With a quorum present, Kathy Easton called the meeting to order at 10:02 a.m., and Jean Golisano acted as the Recording Secretary of the meeting.

STATEMENT OF ADEQUATE NOTICE

Pursuant to the Sunshine Law, adequate notice in accordance with the Open Public Meetings Act (N.J.S.A. 10:4-6) was provided on December 20, 2018, of this meeting's date, time and place, and the agenda was mailed to the news media, posted on the Township bulletin board, mailed to those requesting personal notice, and filed with the Municipal Clerk.

MEMBERS IN ATTENDANCE

Kathy Easton, Jackie Johnson, Bonnie Larson and Lee Nissen were present. Norma Swale was absent.

Non-members in attendance

Sally O'Grady – Parks Commission

Kathy Lehr – Four Seasons

John Battles – Four Seasons

Jessica Irons – Potential new Shade Tree member

MINUTES

The Minutes of the February 7, 2019 meeting were approved on a motion by Ms. Easton; seconded by Ms. Johnson. On a voice vote of all members present, the members voted 4 ayes, 0 nays and 0 abstentions. Motion carried.

E-Mail Migration – There was discussion about the e-mail migration over the past weekend. Ms. Easton will follow up on e-mail issues with the Township Administrator.

OLD BUSINESS

Community Forestry Management Plan (CFMP)

Volunteer Work Hours – For the February 7, to April 4, 2019 time period, STC members reported the following volunteer hours: Ms. Easton – 37.5 volunteer hours. Ms. Easton earned 4 CEUs from NJ Invasive Species Conference. Ms. Johnson – 9 hours volunteer hours.

Coordination with Parks and DPW

Ms. Easton stated Shade Tree will continue to partner with the Parks Commission and the DPW. She reported Shade Tree received \$12,000 in its budget this year for pruning and maintenance of trees and stated a lot of work will be done in Heritage Park. She will contact Sav-A-Tree, Timberwolf and Rich's Tree Service for quotes. Ms. Easton stated it will be important to walk the Park with the contractors for an understanding of what Shade Tree would like done. Ms. O'Grady reported her husband cut down the dangerous tree behind her property and left the wood for Township DPW to clean up.

Ms. Easton reported she met earlier this morning with Mr. Jerry Thorne, Public Works Manager concerning the tree at 45 South Main Street. The tree is covered with ivy and needs to be taken down. Ms. Larson reported a dead tree at 16 South Main that is covered with ivy that should be taken down also. Ms. Easton stated she will go to assess that tree.

NEW BUSINESS

Community Stewardship Incentive Program (CSIP) – There was discussion about applying for Stewardship Incentives. Since these grants are matched 50% by the Township, it usually costs the Township too much money to participate. Ms. Easton requested this item be put on the January 2020 agenda to further look to see if information is posted that may be applicable to Cranbury.

Do Not Plant List/Exhibit List Review

A Special Shade Tree Meeting will be held on Wednesday, April 10, 2019 at 9:00 a.m. in the Second Floor Conference Room for members to work on the Do Not Plant List/Exhibit List.

Four Seasons Planting

Ms. Easton reported that four RFQs were sent out and the Township received three responses (Growing Concern, Sunset Creations and Landscape Maintenance Services). Growing Concern had the lowest quote and will be planting the trees. Mr. Lehr and Dr. Battles thanked the members of Shade Tree for their help with the Four Seasons planting.

Arbor Day Tree – This year's Arbor Day Tree will be planted in Village Park, as suggested by the Parks Commission. The Arbor Day Celebration will be on Friday, April 26th at 2:00 p.m. at Village Park. Ms. Easton will confirm with Cranbury School and Ms. Golisano will invite the Mayor, prepare the Proclamation and order the seedlings.

Tree Inquiries – Ms. Easton reported no tree inquiries were received.

Training and Continuing Education – The members discussed possible topics for a Shade Tree program and agreed the program would be held in the fall. Ms. Easton stated she will call the Library to get a date in October.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT OF MEETING

There being no further business, motion duly made by Ms. Easton, seconded by Ms. Johnson, and carried, the meeting was thereupon adjourned at 11:30 a.m.

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify that I am the duly appointed Secretary of the Cranbury Township Shade Tree Commission, and that this document, consisting of three (3) pages, constitutes a true and correct copy of the minutes of the monthly meeting held on April 4, 2019.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 6th day of June, 2019.

Jean Golisano

Jean Golisano
Board Secretary